



# Surface Water Tracking, Reporting, and Electronic Application Management System (STREAMS) Guidance

*This quick reference guide is intended to assist in accessing STREAMS and using the system to submit electronic permit applications and manage permits.*

## Obtaining an Account and PIN

An eBusiness Center account and PIN is required to access STREAMS.

Visit the Ohio ID site [ohid.ohio.gov](http://ohid.ohio.gov) and follow this guide - [Accessing the eBusiness Center](#) to create an account.

## Request STREAMS Service & Creating a Permit Application

- From your eBusiness Center homepage, click the “Division of Surface Water NPDES Permit Applications (STREAMS)” link.

Service	Action	Status	Facilities	Delegations
Air Services	Request	Inactive	<a href="#">view/edit</a>	
Asbestos Services		Inactive		
Certified Operator Minimum Staffing Reporting		Inactive		
Conference and Events Registration	Request	Inactive	<a href="#">view/edit</a>	
Division of Surface Water Credible Data	Request	Inactive	<a href="#">view/edit</a>	
Division of Surface Water NPDES Permit Applications (STREAMS)		Active		

- On the next screen, click “Create New Permit Application”.
- From the dropdown menu, select the applicable permit type.
- Select a Facility from the dropdown menu or fill out the Facility/Site Location information and click “Add Facility”.
- Select “Create New Permit Application” and complete the form with the required information.
- Click the “Validate” button to check for errors within in the form – they will be highlighted in Red. If no errors exist, click the “Submit” button to submit the form or the “Save” button to Save and Exit.

## Adding Facilities/Permits to My Facilities Dashboard

- From your facilities dashboard, click the “Add Facility/Permit” button.
- Enter the permit number and click the “Search” button.
- Click the “Select” button next to the facility to add it to your facilities dashboard.

## Managing Permits

Once facilities are added to your facility dashboard, clicking the facility of interest will show all related permits and applications. Selecting the “Actions” menu for a permit or application will grant access to multiple management tools (e.g., Renew, Terminate, Transfer, and Create Report).

GRI construction site (593303) Facility Profile

ID	Number	Type	Rating	Effective Date	Expiration Date	Status	Actions
257476856	4GC08220*AG	Construction Stormwater	NA	01/06/2022	04/22/2023	Active	<ul style="list-style-type: none"> <li>Renewal</li> <li>Terminate</li> <li>Transfer</li> <li>Create Report</li> <li>Create Lot Permit Application</li> <li>Create Copermittee Permit Application</li> <li>Download Cover Letter</li> </ul>

## Application Actions

All saved application forms will be housed on the application list on the Facility Profile page. Options to download a PDF copy, edit, delete, or delegate to another eBusiness Center account holder can be found under the “Actions” menu for each application.

For detailed assistance, please email us at [dsw.eBIZhelp@epa.ohio.gov](mailto:dsw.eBIZhelp@epa.ohio.gov).